

Effective Date

This policy shall become effective at 12:00 AM on January 16th, 2024.

Supersession

This policy hereby revokes and replaces the Kansas Gamma Chapter's "Active Status Policy" dated March 3rd, 2020.

Introduction & Purpose

The Kansas Gamma points system intends to provide a long-term solution to the issue of low general member participation in chapter events and operations by incentivizing active membership. The system is not intended as a means of forcing members to participate. The system is not intended as a punishment for low participation. It is meant to incentivize participation and to protect the symbolic value of Tau Beta Pi regalia so that it will represent distinguished scholarship, exemplary character, and dedication to the success of the Kansas Gamma Chapter.

Members must understand that regalia is a reward granted at the chapter's discretion, and that no professor would give them an A in exchange for minimal effort. Thus, the chapter will not allow them to wear regalia in exchange for completing only their candidacy requirements. Members should recall that during their initiation ceremony they each took an oath to heartily perform their duties both to their chapter and to Tau Beta Pi as members, and to preserve the continuity of their chapter, so that future students may be honored just the same. So, the points system purely incentivizes members to do what they have already promised to do.

Membership Status

The points system shall divide the chapter's membership into three tiers: Inactive, active, and outstanding. Each member's eligibility for regalia shall be assigned based on their membership status during their graduation semester. The system shall also be used to track the chapter's 'active' membership for the purpose of chapter-wide voting on matters such as the ratification of Constitution ballots, amendments to Bylaws, candidate and officer elections, or any other matters which must be voted upon by the chapter's active membership per the Tau Beta Pi Constitution. For constitutional purposes, outstanding members shall be considered active members.

Administration

The points system shall be administered via the chapter's Canvas course. A custom grading scheme shall be used to automatically assign membership statuses based on each member's total score out of 100% in the Canvas gradebook. Scores shall be calculated cumulatively for the entire period during which the member is a 'student' in the Canvas course. All general members and most officers shall be students in the Canvas course to allow for tracking of points. Only the president, vice president, and committee chairpersons shall have non-student Canvas roles in addition to advisors and faculty who have teacher and observer roles by default, respectively. It is assumed that each of the collegiate officers listed above is active enough in their position to qualify as outstanding by default. However, closer inspection can be made if necessary, and all officers' membership statuses can be accurately determined if needed. The points system does not exist to reward those with specific titles.

Tracking & Entering Points

Points shall be tracked with Canvas assignments (which include graded surveys), and assignment groups shall be weighted as described herein. Attendance at in-person events shall be tracked with attendance sheets (electronic or paper), and the vice-president shall be responsible for entering attendance-based point values into Canvas. Members shall be assigned full credit for an attendance assignment if they were present at its respective event and zero credit if they were absent. Hard copies of attendance sheets shall be kept in the chapter's files and shall also be scanned into the chapter's electronic filing system and stored with electronically generated attendance records. 'Graded surveys' shall be automatically graded by Canvas, and members shall receive full credit for each survey upon its completion.

Assignment Groups

Points-based assignments are subdivided into individual categories for two reasons: Firstly, it is imperative that all members physically participate in at least one chapter event per semester to gain active status, which shall be accomplished with careful consideration of grade thresholds and combinations of weighted categorical scores; and secondly, certain events are paramount to fulfillment of the chapter's objectives and obligations to the Tau Beta Pi Association, and therefore, they are individually grouped and weighted based on their importance.

Grade Thresholds

Membership statuses shall be determined based on members' total Canvas gradebook scores, and shall be defined as follows, with 'X' signifying a member's total gradebook score:

$00.00\% \leq X < 33.33\%$	=	Inactive
$33.33\% \leq X < 66.66\%$	=	Active
$66.66\% \leq X$	=	Outstanding

Grade Weighting

In addition to the reasons provided in the Assignment Groups section, two front-of-mind goals guided the selection of group weights: The points system must allow inactive members to work their way up to active status; and it must not allow one to gather points so easily that they may heartily participate for a discrete period of time before 'retiring' with excess points for the rest of their tenure.

The importance of the first goal is that the points system exists to incentivize every member's participation, so all inactive members must have the opportunity to elevate their status. Otherwise, the points system will fail to incentivize their participation. The importance of the second goal is that the points system must not let members stock up on points too easily, because then, they won't be incentivized to participate during their final semesters, when they have earned enough points to withdraw without consequence like a bear entering hibernation. To achieve both goals, groups weights shall be set as follows:

Initiation Ceremonies	20%
Engineering Futures	20%
Community Service Events	40%
Executive Meetings	10%

Other Events	20%
Questionnaires	10%
Candidate & Officer Elections	20%
<u>Constitution Ballot Ratifications</u>	<u>10%</u>
Total	150%

Initiation ceremonies and community service events each have their own category because it is vital for members to attend them. Without members present, candidates will continue to form subconscious beliefs that these events are purely part of the initiation process, and that general members need not attend. Engineering futures has its own category because it is a beneficial professional development opportunity for attendees, and because the chapter must meet a certain attendance requirement set by Headquarters. Elections and constitution ratifications are standalone categories because the chapter is constitutionally required to have its active membership vote on those matters. The executive meetings category incentivizes general members to attend executive meetings, but primarily exists to recognize the dedication of officers who regularly attend meetings. However, it is weighted less than other categories because officers should not be able to replace their community service or initiation obligations with executive meeting attendance. Finally, other events and questionnaires exist as catch-all categories in which social events and miscellaneous Canvas surveys will fall. Many events will be added to the other events category each semester, so it is unlikely for members to score very highly in it. Canvas surveys require zero physical effort and can be done at home, so it is assumed that any member wishing to gain active or outstanding status will complete all surveys.

Categories are weighted by importance and allow members the flexibility to decide how they want to assemble their required percentage points. For example, a member who wishes to be active may complete all Canvas surveys in the questionnaire category, vote on all candidate elections in their respective category, and attend only initiation ceremonies as their in-person events. For another example, a member wanting to graduate as outstanding may go to all executive meetings, vote on all Canvas surveys, and attend one community service event per semester as well as Engineering Futures. It is up to each member to decide what status they wish to achieve and how they plan to earn the required points. Each member is a top engineering student, so it is assumed that they can determine a winning strategy.

Canvas scores are calculated out of 100%, which may be aptly thought of as 100 percentage points. During periods when constitutional ballots are cast, members may score as many as 150 percentage points throughout their tenure (they only need 66.66 points to achieve outstanding status). If no said ballots are cast, then members may score as many as 140 percentage points during the same period. 140 points is just more than double the score a member would need to average by their graduation semester to classify as outstanding. Therefore, a member who is part of the chapter for four full semesters and does not participate at all during their first two full semesters could still become an outstanding member by graduation if they work extremely hard and fully participate for two semesters.

Conversely, if the same member had a perfect participation rate over their first two full semesters, then they could 'retire' over the second two semesters. However, said member's contributions towards improving chapter culture over their first two semesters would likely be so significant that it would be acceptable for them to take time off at that point. Neither of these extreme examples are very likely, and it would be difficult, if not impossible, to score a perfect score in every category.

Eligibility for Regalia

Headquarters has been instructed to restrict purchases so that regalia may only be purchased by or through the chapter. Access to regalia is the primary reward governed by the points system and shall be determined by membership status during each member's graduation semester.

Inactive members shall be eligible for no rewards and shall not be permitted to purchase or wear any Tau Beta Pi regalia. Active members may wear graduation tassels and honor cords, which they may purchase from the chapter. Outstanding members shall receive free honor cords from the chapter and may also purchase tassels from the chapter. Only active or outstanding members who have served or are serving as chapter officers shall be eligible to wear stoles, which may be purchased from the chapter.

Regalia Purchases, Requests & Distribution

The chapter will maintain a reasonable stock of cords to be granted to or purchased by outstanding or active members, respectively. The chapter will not stock stoles or tassels, and member requests for these items must be made at the beginning of their semester of graduation. Every request shall be accompanied by a full non-refundable payment, and the chapter will not order stoles or tassels until the requestor has paid in full. No regalia will be distributed before the first day of the last two full weeks of members' respective graduation semesters. The president, vice president or an advisor shall collect payments, issue receipts, and distribute regalia.

Regalia Refunds

Should an active or outstanding member finish their graduation semester with inactive status after placing a regalia order, they will no longer be eligible to receive said regalia. They will not be eligible for a refund, for the chapter purchased regalia, per their request, in exchange for the consideration that said member would fund the regalia order and would also maintain at least active member status for the rest of their graduation semester.

Time is of the essence with respect to order requests. Should a member make an order request for a stole or tassel later than the beginning of their semester of graduation, they will not be eligible for a refund if their ordered regalia does not arrive before their graduation ceremony. The chapter will exert reasonable effort in delivering to them any regalia which arrives after graduation. For the purposes of this section, the beginning of a graduation semester shall be defined as the period beginning at 8:00 AM on the first day of classes and ending at 4:00 PM on Friday during the third full five-day week of the semester.

The chapter will refund the cost of any regalia ordered during the beginning of a member's graduation semester that is not delivered to the chapter before their graduation ceremony.

Questions & Concerns

Any member with concerns or questions about the points system shall first contact the chapter president to seek answers or resolutions. If they are unable to reach the president, or to find a resolution with the president, then they shall contact the chapter's chief advisor.